

Date Correction Plan Due 7/7/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN
TO FILE A COMPLAINT CALL 262-446-7800	


Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center Momentum Early Learning		Provider Number / Facility ID Number 0000590740 / 001 - 2005885	
Address - Facility (Street, City, State, Zip Code) W238n1664 Busse Rd Waukesha WI 531881107		Telephone Number 262-523-6800	Date - Regulation Visit 6/2/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Center failed to document days and hours worked and in which classroom, when a staff member was signed into the Chatter Bugs classroom and was not present.	In the next staff meeting staff will be retrained on our Name to Face child tracking sheets.	7/16/25
2	251.055(1)(f) Child Tracking Procedure Description: Center failed to adhere to their child tracking procedure when 5 children were in care but 4 children were signed in on the tracking sheet in the Mobile Tykes 2 classroom.	In the next staff meeting, staff will be retrained on our Name to Face child tracking sheets.	7/16/25

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W238n1664 Busse Rd Waukesha WI 531881107		262-523-6800	6/2/2025
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3 251.06(1)(b)5. Outdoor Play Space - Energy-Absorbing Surfaces Description: There was not 4 feet of energy absorbing surface or material underneath the slides and stairs in the outdoor play space.	The playground wood chips will be raked to spread them out underneath the slides and stairs.	7/30/25	
4 251.06(2)(b) Electrical Or Hot Surface Protection Description: An electrical outlet was uncovered and not protected in the Trailblazing Tots 1 classroom.	Outlet was covered during visit.	6/2/25	
5 251.07(6)(i)1. Washing Child's Hands & Face Description: Children faces were not washed when soiled in the Cuddly Cuties 3 classroom during the monitoring visit.	Staff were retrained on proper sanitizing and health procedures.	6/3/25	

NAME - Agency Worker
 Tiisha Harrell, Laura Taylor

SIGNATURE - Certified Operator or Designee / Licensee or Designee


Date Issued
 6/23/2025

Date Signed
 6/25/2025

DCF-F-CFS0294-E (06/2011)